



DEPARTMENT OF THE NAVY

OFFICE OF THE SECRETARY
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WASHINGTON, D.C. 20350-1000

SECNAVINST 7000.27 CH-1

ASN(FM&C): FMB-5

JANUARY 22 2003

SECNAV INSTRUCTION 7000.27 CHANGE TRANSMITTAL 1

From: Secretary of the Navy
To: All Ships and Stations

Subj: COMPTROLLER ORGANIZATIONS

Encl: (1) Revised pages 6, 7, 8 and new page 9

1. Purpose. To convey guidance on additional reporting requirements for comptrollers assigned to Navy and Marine Corps commands.

2. Summary of Changes. Currently, comptrollers of commands and organizations responsible for providing financial management support for Program Executive Offices (PEOs) or Direct Reporting Program Managers (DRPMs) are required to report for additional duty to the Assistant Secretary of the Navy (Financial Management and Comptroller) (ASN(FM&C)). The change to this instruction applies this dual reporting requirement to comptrollers assigned to Navy and Marine Corps major commands.

3. Action. Remove pages 6, 7 and 8 of the basic instruction. Replace with revised pages 6, 7, 8 and new page 9 of enclosure (1) of this change transmittal.

Gordon R. England
Secretary of the Navy

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officers. Chief of Naval Operations (N82) is the Subspecialty Sponsor for Navy personnel designated with a financial management subspecialty. Commandant of the Marine Corps (P&R) is the Subject Matter Expert (SME) for the financial management Military Occupation Skill (MOS) for Marine Corps personnel. No changes affecting military billets designated for financial management (e.g.), civilian substitution, billet recoding, billet deletion, etc.) may be made without prior approval from these offices. The military comptroller position for the Naval Sea Systems Command (NAVSEASYS COM), the Naval Air Systems Command (NAVAIRSYS COM), the Space and Naval Warfare Systems Command (SPAWARSYS COM), the Fleet Commanders, and the naval shipyards will be designated for an officer of the line. However, these positions may be filled with qualified officers from other communities when qualified officers are not available for assignment from within the line officer community.

o. Financial Management Support for Program Executive Officers. The Program Executive Officers (PEOs)/Direct Reporting Program Managers (DRPMs) have authority and are responsible for designated major acquisition programs. The PEO/DRPM reports directly to the Component Acquisition Executive (CAE), the Assistant Secretary of the Navy (Research, Development, and Acquisition) (ASN(RDA)). Normally, program managers report to a PEO but some large, complex or critical programs are managed by DRPMs.

(1) Financial Management Support for PEOs. Funds are administered on behalf of the PEOs under memoranda of understanding with a specific systems command, by the comptroller of that command. Command comptrollers are responsible for providing advice and support during budget formulation and budget execution. Responsibility for complying with 31 U.S.C. Section 1517 is held by the designated commander/comptroller.

(2) Business Financial Managers. Business financial managers are financial management personnel who are assigned to major acquisition projects, PEOs, and DRPMs. Unlike comptroller positions, these positions are covered under the Defense Acquisition Workforce Improvement Act (DAWIA). The Career Management Board for Business, Cost Estimating, and Financial

Management is responsible for recommending mandatory education, experience, and training requirements for these positions, as well as evaluating the effectiveness and applicability of certification requirements in improving the quality of these career fields.

p. Dual reporting requirements. In order to ensure that senior management is aware of emerging issues or problems that require action external to the individual command or office, comptrollers of the following organizations are required to report for additional duty to the ASN(FM&C):

- Assistant for Administration, UNSECNAV
- Bureau of Medicine and Surgery
- Bureau of Naval Personnel
- DRPM Strategic Systems Programs
- DRPM Advanced Amphibious Assault Program
- Field Support Activity
- Marine Corps Combat Development Command
- Marine Corps Material Command
- Marine Corps Recruiting Command
- Marine Forces, Atlantic
- Marine Forces, Pacific
- Marine Forces Reserve
- Military Sealift Command
- Naval Air Systems Command
- Naval Education and Training Command
- Naval Facilities Engineering Command
- Naval Meteorology and Oceanography Command
- Naval Sea Systems Command
- Naval Security Group Command
- Naval Special Warfare Command
- Naval Supply Systems Command
- Naval Reserve Force
- Navy Systems Management Activity
- Office of Naval Research
- Office of Naval Intelligence
- Space and Naval Warfare Systems Command
- U.S. Atlantic Fleet
- U.S. Naval Forces, Europe
- U.S. Pacific Fleet

Manpower documents, change of duty orders for military officers ordered to these positions, and civilian position descriptions must reflect these dual reporting responsibilities. The ASN(FM&C) will have functional approval authority for all SES and military comptrollers selected for positions identified in this paragraph.

5. Responsibilities

a. ASN(FM&C) will approve comptroller organizations for Navy and Marine Corps commands designated as budget submitting offices.

b. The budget submitting offices are authorized to approve comptroller organizations at subordinate activities to which they provide allocations or suballocations of funds subject to the Antideficiency Act. These commands and organizations will ensure their respective comptroller organizations are established or revised to comply with this instruction. These commands and organizations are also responsible for ensuring that comptrollers designated in paragraph 4.p report for additional duty to the ASN (FM&C).

c. The organizational placement and adequacy of comptroller organizations, including the adequacy of financial management and comptroller training, should be reviewed during command inspections.

6. Action

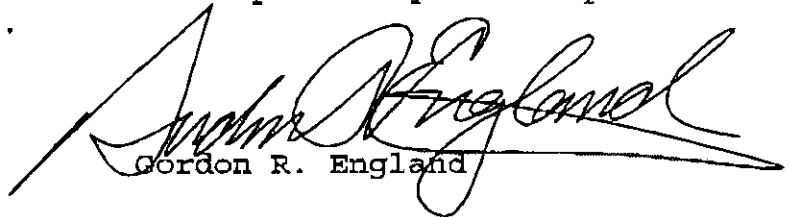
a. Reviewing Authorities. The budget submitting offices will utilize the documentation submitted under enclosure (1) to review and approve comptroller organizations. Reviewing authorities will formally notify each command in writing via the chain of command of approval or disapproval of the proposed organization. When disapproving an organization's proposed alignment or realignment, the reviewing authority will provide the basis for the disapproval and required corrective action.

b. Commands and Activities. Each DON command or activity with a requirement for a comptroller will apply the standards provided in enclosure (1) in developing new or revising existing

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comptroller organizations. The documentation specified in enclosure (1) will be submitted for approval via the chain of command.

c. Periodic Reviews. ASN (FM&C) will review comptroller organizations on a phased basis such that all are reviewed at least once every five years beginning with the comprehensive review of DON comptroller organizations completed in Fiscal Year 2001. Other organizations authorized to approve comptroller organizations will conduct periodic reviews of their subordinate comptroller organizations on the same phased cycle and provide the results to ASN (FM&C).



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